

# **Peter Brown**

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January 23, 1999

C. Moyer  
300 W. State St.  
Media, PA 19063

To Whom It May Concern:

I am writing in response to your ad in Sunday's *Inquirer* for a proofreader.

I am a former associate editor of the *Welcomat* which today is known as *Philadelphia Weekly*. I worked in the editorial department there from 1989 to 1994 in several capacities: typesetter, scanner, copy editor, proofreader, production manager and music editor. In addition to this, I was the paper's popular music columnist for over a decade and contributed many additional articles as well.

Since leaving the *Welcomat*, in addition to writing and other work in the arts, I have had several proofreading assignments for advertising agencies (most recently Elkman) as well as financial institutions such as Vanguard, where I proofread their entire website.

I am seeking a salary in the mid-twenties.

My resume is enclosed.

Thank you for your consideration. I look forward to your response.

Please excuse the lack of signature, this is being sent by computer fax.

Sincerely,

Peter Brown

**Peter Brown**  
*1205 Wharton Street*  
*Philadelphia, PA 19147-4509*  
*(215) 334-0431*

- Professional Experience:** Proofreader, *Philadelphia Forum*, June 1996 to January 1997.  
Associate Editor, *The Welcomat*, Philadelphia, PA. June 1994 to October 1994.  
Music Editor, *The Welcomat*, August 1993 to June 1994.  
Copy Editor, *The Welcomat*, January 1989 to October, 1994.
- Columnist:** *The Welcomat*, 1983 to October 1994.  
*Big Shout Magazine*, 1990 to 1992.  
*East Coast Rocker* (now the *Aquarian Weekly*), February 1988 to November 1989.
- Contributor:** *Western Daily Press*, England  
*Bob Dylan.com* (<http://bobdylan.com>)  
*The Band* (<http://theband.hiof.no>)  
*Lynx: Poetry from Bath*  
(<http://www.bath.ac.uk/~exxdgdc/lynx.html>)  
*The Philadelphia Inquirer*  
*Fine Times Magazine*  
*ElectriCity*  
*WXPN Radioguide*  
*Philadelphia Drummer*  
*Sing Out! Magazine*
- Related Experience:** Production Manager: *The Welcomat*, November 1991 to July 1993.  
Faculty Member: Philadelphia Music Foundation Seminar IV, 1991.  
  
Disc Jockey/Programmer:  
WXPN-FM, Philadelphia, PA (1976 to 1980).  
WFMU, East Orange, NJ (1967).  
  
Inventory Control & Sales: Third Street Jazz & Rock,  
Philadelphia, PA (1981 to 1982).  
Manager of Record Department: Sam Goody, Inc.  
Philadelphia, PA (1973 to 1975).
- Reference:** Jack Lule  
Chair of Journalism Department  
Lehigh University  
Building UC-29  
Bethlehem, PA 18015

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